

Solid Waste Collection and Transportation License Application

This Application is for license year January 1, 2020 – December 31, 2020

Please read the enclosed instructions before completing this application.

Print in ink or type all sections of the application. An instruction sheet has been included to aid in the completion of the application form. Enclose all requested attachments and return completed application to the St. Louis County Environmental Services Department, Solid Waste Division; Virginia Government Services Center; 201 South 3rd Avenue West; Virginia, MN 55792

WARNING: Applications submitted with information missing and/or without all requested attachments will be considered incomplete and may be returned to the applicant and not credited as received.

SECTION A. APPLICANT INFORMATION:

1. Applicant Name (Last, First, M.I.):	2. Title:
3. Business Name:	4. Telephone Number: Voice: _____ FAX: _____
5. Business Email Address:	
6. Business Address:	7. Check One: <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship
8. Mailing Address for Official Notices (if different than business address):	
9. Names of Officers (if corporation or co-op):	
10. Name(s) of Owners(s) (if proprietorship or partnership):	
11. Vehicle and Container Storage Locations:	
12. Name of previous business and transfer date (if applicable):	
13. Minnesota Tax I.D.#:	14. Federal Tax I.D.#:

SECTION B. VEHICLE IDENTIFICATION

1. The following information is required for **each wheeled vehicle** (whether self-propelled or not) regardless of size, used for the collection and/or transportation of mixed municipal solid waste must be licensed within St. Louis County. For example, in the case of a rig and trailer, each must be licensed separately. The vehicles listed must include back-up vehicles. If more space is needed, please copy this form and add the additional sheet.

a) SW Vehicle I.D. #	b) Make/Year	c) Model	d) License Plate #	e) Gross Weight	f) Body Type (front loader, etc.)	g) Capacity (Cu. yards)	h) # of Axles	i) Minnesota Inspection Exp. Date

2. Total number of vehicles _____ (Note: Vehicles hauling MSW (Mixed Solid Waste) need to be licensed. Vehicles used solely for the purpose of hauling only cardboard, recycling or demolition material do not need to be licensed at this time.)

Number of vehicles by type (count each vehicle only once):

Front Loaders: ____

Side Loaders: ____

Rear Loaders: ____

Roll Offs: ____

Open: ____

Satellite Scooters: ____

Top Loaders: ____

Walking Floor: ____

Other: ____

Pup Trailers ____

3. Each vehicle operator has the appropriate valid Minnesota Drivers License: ____ Yes ____ No

4. All vehicles are equipped with a broom and shovel for spill cleanup and a fire extinguisher: ____ Yes ____ No

SECTION C. INSURANCE

The following insurance MUST be maintained for any hauler contracting with St. Louis County to provide MSW collection and haulage for the duration of this license:

A Certificate of Insurance for each policy must be on file with the St. Louis County Environmental Services Department prior to issuance of this license and prior to commencement of any work under this license. Each certificate must include a 10-day notice of cancellation, non-renewal, or material change to all named and additional insureds.

The County reserves the right to rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against Hauler. All insurance policies shall be open to inspection by the County, and copies of policies shall be submitted to the County upon written request. All subcontractors shall provide evidence of similar coverage.

General Liability Insurance:

\$500,000 for claims for wrongful death and each claimant for other claims.

\$1,500,000 each occurrence for claims.

No Less Than \$2,000,000 Aggregate coverage.

Policy shall include at least premises, operations, completed operations, independent contractors and subcontractors and contractual liability and environmental liability.

St. Louis County must be named additional insured.

Business Automobile Liability Insurance:

\$500,000 for claims for wrongful death and each claimant for other claims.

\$1,500,000 each occurrence.

Must cover owned, non-owned and hired vehicles.

Any hauler NOT contracting with St. Louis County for MSW collection and haulage IS required to provide insurance limits necessary to cover their business activities.

Workers' Compensation:

Per statutory requirements. Certificate of Compliance must be executed and filed with St. Louis County. St. Louis County reserves the right to rescind any license not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against Hauler.

Indemnification Clause

Except as may be caused by the sole negligence of the County or its employees, Haulers shall indemnify and save harmless St. Louis County, its employees, and its agents from all claims, actions, demands, and judgments of any kind arising in whole or in part from any act or omission of Hauler, its subcontractors, and their agents, servants, or employees, incident to the performance of the contract and from all expenses in connection with such claims, actions, demands and judgments, and shall assume, without expense to the County, the defense of any such claims, actions, demands and judgments, irrespective of whether it is alleged, claimed, or proved in connection with such act or omission that negligence of the County or its representatives caused or contributed thereto.

Hauler agrees, that in order to protect itself and the County under the indemnity provisions set forth above, it will at all times during the term of this Contract keep in force policies of insurances indicated in paragraph entitled "INSURANCE."

This provision is not intended to create any cause of action in favor of any third party against the Hauler of the County or to enlarge in any way the Hauler's liability, but it is intended solely to provide for indemnification of the County from liability for damages or injuries to third persons or property arising from the Hauler's or the Hauler's agents' performance hereunder.

SECTION D. FINANCIAL ASSURANCE

Payment made each time waste is delivered to a St. Louis County solid waste facility.

**CERTIFICATION OF COMPLIANCE WITH
MINNESOTA WORKERS' COMPENSATION LAW
Minn. Stat. § 176.182**

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. In addition, the County shall not enter into a contract for the doing of any public work before receiving acceptable evidence of compliance with workers' compensation insurance coverage requirements. Furthermore, if this information is not provided or is falsely stated, it may result in a \$2,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name: _____ (Not the insurance agency)

Policy No: _____

Dates of Coverage: _____

OR

Applicant is not required to have workers' compensation liability coverage because: (check one)

- ☐ Applicant has no employees;
- ☐ Applicant is self-insured (include a copy of your permit to self-insure);
- ☐ Applicant has no employees who are covered by workers' compensation;

OR

☐ Certificate of Insurance is attached.

GRANTEE/CONTRACTOR:

By: _____



Date: _____

SECTION E. MINNESOTA DEPARTMENT OF REVENUE

If you collect Minnesota Sales Tax from your customers and pay directly to the Minnesota Department of Revenue, you will not be required to pay the sales tax on those loads that are tipped at St. Louis County disposal facilities, provided that you provide the County proof of your exemption. If you are exempt from paying Minnesota sales tax and the Greater Minnesota Landfill Cleanup Fee and you have not already filed a Waste Hauler's Exemption Certificate (Form SWMT-10), complete the enclosed exemption certificate form and return it with the license application.

If you have any questions about the SWMT-10 form/Greater Minnesota Landfill Cleanup Fee (M.S. 115A.923); read the enclosed Minnesota Department of Revenue information, contact the Minnesota Department of Revenue at **1-651-282-5770** or go to the State of Minnesota website at <http://www.revenue.state.mn.us/solid-waste-management-tax>.

Note: If there is not a SWMT-10 on file at the Environmental Services Department office, both sales tax and the Greater Minnesota Landfill Cleanup Fee will be charged at all St. Louis County solid waste facilities.

_____ **Form SWMT-10 is completed and enclosed.**

SECTION F. FEE SCHEDULE

Annual vehicle license fee: \$25 per wheeled vehicle	# of Vehicles (_____) x \$ 25.00 == \$ _____.00
	+
Solid waste hauler business license annual fee: (\$50 per year per solid waste business)	\$ 50.00
	<hr/>
	Total Enclosed: \$ _____.00
Make Check Payable to: St. Louis County Auditor	

SECTION G. CERTIFICATION AND SIGNATURE

I hereby certify that the information provided on this license application is correct and complete and that I will operate in compliance with the provisions of St. Louis County Ordinance No. 45 and the laws of the State of Minnesota.



Signature

Date

Print Name

Title

Completion checklist:

- _____ Completed all sections of application form.
- _____ Attached or arranged to have all Certificates of Insurance forwarded.
- _____ Completed Workers' Compensation exemption form if applicable.
- _____ Calculated appropriate licensing fee.
- _____ Enclosed application form, documenting information, and licensing fee.
- _____ Enclosed & Completed Form SWMT-10

Send completed application, documentation, and payment to:

**St. Louis County Environmental Services Department
Solid Waste Division
Virginia Government Services Center
201 South 3rd Avenue West
Virginia, MN 55792**